

MINUTES FOR THE June 8, 2017, BOARD MEETING OF THE SUPERVISORS FOR THE CLAY SOIL & WATER CONSERVATION DISTRICT, HELD AT THE DISTRICT OFFICE, MOORHEAD, MN.

The meeting was called to order by Supervisor Schoff at 4:00 p.m.

ROLL CALL: Members present: Joel Hildebrandt, Vice Chairperson
 Randy Schellack, Secretary
 Carol Schoff, Treasurer
 Richard Menholt, Reporter

 Others present: Kevin Kassenborg, District Manager
 Lynn Foss, Water Resource Management Technician
 Gabe Foltz, District Technician/ CAI
 Craig Halverson, District Technician/ CFO
 Amanda Lewis, District Coordinator
 Tony Nelson, PF Biologist
 Sharon Lean, District Conservationist
 Brett Arne, BWSR

 Absent: Paul Krabbenhoft, Chairperson
 Jenny Mongeau, County Commissioner
 Sharon Askelson, WRWD Manager

The Pledge of Allegiance was recited.

APPROVE AGENDA:

M/S/P, Schellack/Menholt, to approve the June agenda. Motion carried.

Meeting and mileage forms completed by Supervisors.

SECRETARY'S REPORT:

A draft copy of the May 11, 2017, meeting minutes was emailed to the Supervisors prior to the June meeting.

M/S/P, Schellack/Menholt, to approve the May 11, 2017 minutes. Motion carried.

TREASURER'S REPORT:

Mandy discussed the financials and our current service charges at the bank with our current account.

M/S/P, Schellack/Menholt, to approve the Treasurer's Report. Motion carried.

Joel arrived to the meeting at 4:05pm. He presided over the remainder of the meeting.

Mandy discussed changing our bank account so that we will not have to pay service charges for more than 100 transactions.

M/S/P, Schoff/Schellack, to approve above mentioned bank account change. Motion carried.

APPROVE 2018 GROUND WATER LEVEL MONITORING AGREEMENT: Craig discussed the new agreement. He stated that there were no changes to the new agreement.

M/S/P, Schoff/Menholt, to approve the 2018 Ground Water Level Monitoring Agreement. Motion carried.

APPROVE STATE COST SHARE CONTRACT AMENDMENT:

First Congregational Church C/S 17-1 requesting assistance for a raingarden in the amount of \$3171.00

The design was changed to be moved from the boulevard on the property to the parking lot of the property. The estimated cost changed from \$1702 to \$3171.00.

M/S/P, Schoff/Schellack, to approve the above CS contract amendment. Motion carried.

APPROVE STATE COST SHARE CONTRACTS REQUESTING PAYMENT:

CS 16-14 K. Larson for a well decommissioning in the amount of \$550

M/S/P, Schoff/Menholt, to approve above CS contract for payment. Motion carried.

CS 16-12 R. Axeness for a field windbreak in the amount of \$2085.00

CS 16-13 Spring Prairie Farms for fabric installation in the amount of \$821.00

M/S/P, Schellack/Menholt, to approve above CS contracts for payment. Motion carried.

APPROVE STATE COST SHARE CONTRACTS FOR CANCELLATION:

CS 16-09 M. Wagner for a field windbreak in the amount of \$553.00. Trees were planted outside of the original designated area in the plan.

M/S/P, Schellack/Schoff, to approve cancelling the above mentioned Cost-Share contract. Motion carried.

APPROVE STATE COST SHARE CONTRACT REQUESTING ASSISTANCE:

CS 17-02 R. Hough for an EQIP Diversion in the amount of \$4,000.00.

M/S/P, Menholt/Schellack, to approve the above CS Contract for assistance. Motion carried.

APPROVE VOUCHERS PAID:

The list of vouchers from Elect #17-29-17-35, bank checks # 15480-15484, and Quick books checks #19319-19359 was reviewed and credit given to have been paid by due date.

M/S/P, Schoff/Schellack, to approve the vouchers that had been paid as listed. Motion carried.

NRCS ITEMS: See attached copy of Sharon's report.

SWCD/NRCS COOPERATIVE WORKING AND OPERATION AGREEMENTS:

Kevin discussed the meeting. There was a discussion held on the amount of dollars per NRCS "Seat" and what the district is supplying to suffice that amount. There was a discussion held for the District to use its match portion for the Farm Bill Assistance position as a factor towards the NRCS "seat" dollars.

LOCAL COMPUTER SERVER PROPOSAL:

There was a meeting held at the Lakes Country Service Cooperative to discuss a possible Area wide server with the server and technical assistance being provided through the Cooperative. At this time there are roughly 7 Districts interested in the server. There was a discussion held on the draft Memorandum of Understanding. The Clay SWCD Board is interested in proceeding with the process for an Area wide server.

SUMMARY OF MN LEGISLATIVE SESSION AFFECTING SWCD's:

Brett, BWSR discussed the Local Capacity Funding and which area the funds will be allocated from this year and for years to come. Discussed the CREP program and the funds allocated to the program there will be a match portion from the Federal Government.

BUFFER LAW:

Brett discussed an 8 month deadline extension or waiver for landowners who have contacted the SWCD to plant perennial vegetation but didn't get them planted in time. There is Riparian Aid available for watersheds to get the county ditches into compliance with the Buffer Law

ENFORCEMENT PROCEDURES FOR COUNTY AND WATERSHEDS: Brett stated that the enforcement decision has to be made by June 28th in order to receive the FY 2018 Riparian Aid funding otherwise they will have to wait until next year to qualify for the funding. There was a discussion held on where we stand with the enforcement issues for Clay County.

OTHER WATERS DESIGNATION:

Gabe discussed the Other Waters map and how he came up with the waterways that he has on the map. He stated that there is a deadline of July 1, 2017 for the maps approval. Once approved by the board the map will have to be incorporated into the Local Water Plan July 1, 2018. He discussed the resolution to incorporate the "other waters" into the Local Water Plan.

M/S/P, Schellack/Schoff, to approve the 2017-2 resolution to incorporate the "other waters" into the LWM Plan as presented by Gabe Foltz. Motion carried.

STATE AUDITOR ITEMS:

Kevin discussed keeping a record of all motions made at the board meetings, if they passed, and how many yay and nay votes there were for each motion. The District keeps all minutes recorded in a 3-ring folder that would be available to the public if asked and also posts all minutes on their website. It is stated in our minutes any motions that were made and if they passed or not.

NITRATE TESTING:

Lynn stated that the project is in full swing. There will be a reminder letter going out in July with no samples being accepted after July. There were roughly 1200 sample kits sent out in June. The first reimbursement payment for administering the project has been received.

TILLAGE TRANSECTS SURVEY:

Gabe stated that he assisted Dan Wheeler, University of Minnesota Soil Scientist, with surveying 150 of the 307 original sites. He discussed the survey process.

LAST CALL FOR RESOLUTIONS:

There are no resolutions

AREA 1 MEETING:

Kevin stated that the Area 1 meeting will be held on June 20th at the University of Minnesota Crookston. Red Lake Falls is the host District. Carol, Randy, and Richard plan on attending.

OFFICE SPACE:

Kevin discussed the conversation he had with Ron on the building renovation. Ron stated the renovation won't start until sometime after July 4th.

2018 COUNTY BUDGET REQUEST:

Kevin discussed the request. He stated that it is due by June 30th. The Board would like to continue with the 2% COLA.

NO-TILL RENTAL RATE COMPLAINT:

Kevin stated that there was a landowner complaint about the minimum rental rate charged on small acreages. There was a discussion held the Board decided to stay with the same minimum rate of \$350.00 at this time.

FALL TOUR:

Kevin discussed dates for the Fall Tour. At this time there is a tentative date set for September 14th. More to come.

CREP UPDATE:

Tony stated that there was a landowner meeting held on June 6th with 5 landowners in attendance. He has had some landowners show interest in the program, but most are just trying to figure out what the program entails.

GIZIIBII RC&D MEMBERSHIP REQUEST:

Kevin discussed the Membership rate and what the membership would entail. The Board decided at this time that they do not want to become members.

OFFICE OF LEGISLATIVE AUDITOR INQUIRY:

Kevin stated that we received a call from a staff member from the Office of the Legislative Auditor who was conducting an audit of BWSR. They asked the District questions on the RIM program being funded by BWSR.

WATER QUALITY TOWN HALL MEETING:

Kevin stated that Governor Dayton will be holding Town Hall Meetings to discuss the "25 by 25" Water Quality proposal. The closest meeting is being held in Crookston.

CLAY COUNTY FAIR:

Kevin discussed the booth at the Clay County Fair being held July 13-16 at the Clay County Fairgrounds in Barnesville, MN. There was a discussion held on the schedule for the booth.

MASWCD GOVERNANCE 101:

Kevin stated that the MASWCD Governance 101 registration is open. It will be held September 14-15 in Bloomington, MN.

REPORTS:

COUNTY COMMISSIONER:

No report

WRWD:

No Report

MASWCD:

No report

CFO PROGRAM: Craig stated that he has 8 compliance checks to do.

TREE UPDATE: Craig stated that the tree season is completed for 2017.

NO TILL DRILL: Craig stated that there has been 901 acres seeded with the no-till drills.

URBAN CONSERVATION: Mandy stated that the Rain Barrel and Compost Tumbler workshops have been completed for the year. Clay SWCD will hold it's first of two Pollinator Workshops on June 14 with the second one on June 21.

ENVIROTHON:

Mandy stated that funds were sent to DGF Highschool for the two teams that attended the State Envirothon in 2017.

LWM/WCA:

See report

PLANNING COMMISSION:

No report

RRVCSA:

No report

CAI UPDATE: Gabe stated that Leo Splonskowski, L&M Road Service has finished spraying all of the roads in the original plan. He stated that he and Craig have sprayed approximately 20 miles of ditches. Monica Chandler will visit the area on Tuesday June 13th to visit a Leafy Spurge site to see if it can be controlled with beetles.

PF UPDATE: Tony stated that bid packets were sent out for Dave Herbranson and we're still waiting on the cultural resource review from the FSA. Continuing to develop grassland CRP contract for Lois Jensen should be completed by the beginning of July. He is putting together an application packet for John Williams', WIA enhancement, to conduct a control burn. He discussed the Pheasants Forever Conference in South Dakota.

COUNTY MANAGEMENT TEAM MEETING: Kevin stated they discussed the County Health Plan. There was a discussion held on parking impact with all of the construction taking place. Rhonda Porter, from social services, discussed complimenting employees on a job well done without offending other employees. Kevin stated how important it is to acknowledge a job well done and told each of us thank you for a job well done.

UPCOMING EVENTS:

June 14 –Pollinator Workshop (Clay SWCD Office)

June 14 – “Manager’s Plus” Meeting – Moorhead

June 15 – Buffer Workshop – Wheaton

June 19 – Compost/Rain Barrel demonstration – Oxbow Country Club

June 20 – Area 1 Meeting – UMC

June 21 – Pollinator Workshop (Clay SWCD Office)

June 27 – Police Picnic Soil Health Demonstration

June 28-29 – Administrative Session – Chase on the Lake, Walker, MN

July 4 – Independence Day – Office Closed

July 13 – Board Meeting

July 13-16- Clay County Fair.

ADDITIONAL ITEMS:

NEXT MEETING DATE: July 13, 2017 - - - 4:00 p.m.

ADJOURN: Supervisor Hildebrandt called for a motion to adjourn the meeting.

M/S/P, Menholt/Schellack, to adjourn the meeting at 6:50 p.m. Motion carried.

BY: Amanda Lewis
District Coordinator

Randy Schellack
Secretary

Signature after approved Date